



**Commission Meeting**  
Brookings City & County Government Center  
520 3rd Street  
Chambers, Suite 310 (3rd floor)

**1. 8:30 AM Call to Order on Tuesday, May 24, 2022**

**2. Pledge of Allegiance**

**3. Invitation for a Citizen to schedule time on the Commission Agenda for an item not listed.**

*Five (5) minute time limit per person. Anyone wanting to speak during this agenda item must sign in prior to the start of the meeting. Any requested action items must be scheduled for a future meeting date.*

**4. Approval of Agenda**

*Action: Motion to Approve, Request Comments, Voice Vote*

**5. Consent Agenda Items**

*Action: Motion to Approve, Note Consent Agenda Items, Request Comments, Roll Call*

A. Approval of minutes

Documents:

[05-03-2022 Commission minutes.pdf](#)  
[05-06-2022 Special Commission Meeting.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 05242022.pdf](#)

D. Approval of cellular authorizations

Documents:

[Cellular Authorization - Kretchman.pdf](#)

E. Approval of the Human Services report

Documents:

[Human Services Report.pdf](#)

## 6. Routine Business

### A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[5.24.22 CLAIMS.pdf](#)

[5.10.22 dept of rev.pdf](#)

### B. Department Head reports

#### i. Weed & Pest Department

Documents:

[Weed Pest Report.pdf](#)

[Plant Tour.pdf](#)

#### ii. County Development Department

Documents:

[County Dev Report.pdf](#)

#### iii. Highway Department

Documents:

[Highway Report.pdf](#)

### C. Finance Officer's Report

#### 1. Be it noted items:

- Auditor's Account with the Treasurer for March & April
- Payroll & Additive Totals for March & April
- Highway Expenditures Report for March & April
- Register of Deeds Statement of Fees Collected for March & April

#### 2. Wind Farm Revenues

Documents:

[march finance report.pdf](#)

[april finance report.pdf](#)

[Wind Farm Revenues.pdf](#)

## 7. Scheduled Agenda Items

- A. 9:00 AM - Second Reading, Public Hearing and Action to approve Ordinance 2022-02: an ordinance providing for the amendment of Ordinance 2018-03.

*Action: Second Reading, Motion to Approve, Open/Close Public Hearing, Comments, Roll Call*

Documents:

[Ord 22-02 Amending Ord 18-03.pdf](#)  
[Zoning Ord Ch 4.06 Report.pdf](#)  
[Ch 4.06 Aquifer Protection.pdf](#)

- B. 9:15 AM - Public hearing and Action to approve a one-day special events license for Andrea Diedrich (Jay Street Pub) at Bennett Barn on July 9, 2022.

*Action: Motion to Approve, Open/Close Public Hearing, Comments, Roll Call*

Documents:

[Jay Street Pub Report.pdf](#)  
[Jay Street Pub Request.pdf](#)  
[Jay Street Pub Certificate.pdf](#)

- C. 9:20 AM - Retail on/off sale malt beverage and SD farm wine license for SVK Properties (Midway Camp).

Documents:

[SVK Properties Alcohol License App.pdf](#)

- i. Action to remove this item from the table (Tabled 05/03/2022).

*Action: Motion to Approve, Voice Vote*

- ii. Public Hearing and Action to Approve

*Action: Motion by Bartley/Krogman on 05/03/2022, Open/Close Public Hearing, Comments, Roll Call*

## 8. Regular Business

- A. First Reading of Ordinance #2022-03: an Ordinance Amending 2007-02 Revised Subdivision Ordinance for Brookings County, South Dakota, and Providing for the Administration, Enforcement, and Amendment Thereof, Pursuant to SDCL 11-2, and Amendments Thereof.

*Action: First Reading, Note Date/Time of Second Reading: Tuesday, June 21, 2022, at 9:00 AM*

Documents:

[Ord 22-03 Amending Ord 07-02.pdf](#)  
[2007 Revised Subdivision Ordinance Report.pdf](#)  
[2007 Revised Subdivision Ord - Clean.pdf](#)  
[2007 Revised Subdivision Ord - Markups.pdf](#)

- B. Action to approve Resolution #22-17: A resolution to rescind the burn ban enacted on

April 19, 2022

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-17 Burn Ban Rescinded.pdf](#)

- C. Action to approve Resolution #22-18: a plat of Tract 1 in the SE ¼ of Section 34, Township 112 North, Range 48 West of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-18 2022plat006.pdf](#)

- D. Action to approve Resolution #22-19: a plat of Lot 1 of Lucinda Olson Addition in the SE ¼ of the SE ¼ of Section 17-T112N-R49W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-19 2022plat008.pdf](#)

- E. Action to approve Resolution #22-20: a plat of Lots 19A & 20A DeWitts Subdivision, being a replat of the South ½ of Lot 16 and all of Lots 17, 18, 19 & 20 of DeWitts Subdivision of Government Lots 3 and 4 of Section 33, T109N, R50W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-20 2022plat009.pdf](#)

- F. Action to approve Abatement #22-38: an abatement application made by Walter Osterberg, Jr. for parcel #22995-0004-209-00 in the amount of \$111.38.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 22-38.pdf](#)

- G. Action to approve Agreement #22-49: an agreement by and between Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and the Brookings County Sheriff's Department.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Sheriffs Union Contract - FINAL CHANGES.pdf](#)

- H. Action to approve Agreement #22-50: an agreement by and between Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and the Brookings County Highway Department.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Highway Contract - FINAL CHANGES.pdf](#)

- I. Action to approve Agreement #22-51: a Letter of Understanding regarding Article 22 – Work Week and Article 47 – Wages, amending Agreement #19-45 – an agreement by and between Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and the Brookings County Sheriff's Department.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-51 LOU Sheriff.pdf](#)

- J. Action to approve Agreement #22-52: a Letter of Understanding regarding Article 39 – Wages, amending Agreement #19-44 – an agreement by and between Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and the Brookings County Highway Department.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-52 LOU Highway.pdf](#)

- K. Action to approve Agreement #22-53: an application for occupancy of right of way of county highways made by East River Electric Power Cooperative, Inc. in Brookings Township.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Agr 22-53 ROW.pdf](#)

- L. Action to approve Agreement #22-54: an application for occupancy of right of way of county highways made by Rick Even in Richland Township.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-54 ROW.pdf](#)

- M. Action to approve Agreement #22-55: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Trenton Township.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-55 ROW.pdf](#)

- N. Action to approve Agreement #22-56: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Preston Township.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-56 ROW.pdf](#)

- O. Action to approve Agreement #22-57: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Brookings Township.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Agr 22-57 ROW.pdf](#)

- P. Action to approve Agreement #22-58: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Brookings Township.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-58 ROW.pdf](#)

- Q. Action to approve Agreement #22-59: an agreement with the South Dakota Department of Transportation to provide for the striping and continuing maintenance of county roads within Brookings County.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-59 Striping.pdf](#)

- R. Action to approve Agreement #22-60: a State of South Dakota Joint Powers Financial and Maintenance Agreement between the Department of Transportation and Brookings County, South Dakota for Project # PH 0010(157) PCN 06U8 on 476th Avenue adjacent to US 14 and 212th Street adjacent to 486th Avenue.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-60 DOT.pdf](#)

- S. Action to approve a 2022 Bridge Improvement Grant Project -BRF 6361(00)22-5,

Brookings County, PCN 08WY Letting Authorization.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[BIG BRF 6361 0022-5.pdf](#)

T. Action to approve a Retail on/off sale malt beverage and SD farm wine license for Beach Bums, Inc. (Danceland Campground).

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Liquor License App - Danceland.pdf](#)

U. Action to approve the purchase of trees for the courthouse grounds.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Six Mile Nursery Sales Order.pdf](#)

V. Action to approve a request for \$500 from the Elkton Special Days Committee for their annual fireworks display.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Elkton Special Days Request.pdf](#)

W. Action to approve a Request to Fill Vacancy for an Administrative Assistant in the Equalization Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Equalization.pdf](#)

X. Action to approve a Request to Fill Vacancy for two full-time Correctional Officers in the Sheriff's Department.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[RFV - Correctional Officers.pdf](#)

Y. Discussion and possible action to continue the Medary Township drainage study.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Medary Twshp Drainage Study.pdf](#)

- Z. Discussion and possible action on adding the Pandemic Planning and Coordination Committee/Points of Dispensing financials to the Emergency Management budget.

*Action: Motion to Approve, Comments, Voice Vote*

- AA. Discussion and possible action on waiving building permit fees for buildings damaged from the May 12, 2022, storm event.

Action: Motion to Approve, Comments, Voice Vote

- BB. Brookings County Grants Policy

Documents:

[Grants Policy.pdf](#)

- i. Action to remove this item from the table.

Action: Motion to Approve, Voice Vote

- ii. Action to approve the Brookings County Grants Policy.

Action: Motion by Bartley/Krogman on 05/03/2022, Comments, Voice Vote

- CC. Approval of Detention Center Inmate Housing Contract Language.

Action: Consensus to Approve Contract Language

Documents:

[Brookings County Inmate Housing Contract.pdf](#)

## **9. Commission Department Director's Report**

Documents:

[Commisson Dept Report.pdf](#)  
[Medary Monument Bench.pdf](#)

## **10. States Attorney's Office Report**

## **11. Commissioner Reports and Discussion Items**

## **12. Executive Session - in accordance with SDCL §1-25-2(1)(4)(6): personnel, contract negotiations, security.**

Action: Motion to Enter into Executive Session, Voice Vote

Action: Motion to Come Out of Executive Session, Voice Vote

## **13. Adjournment**

*Action: Motion to Approve, Voice Vote*

## **14. Public Notices**



- *May 30, Monday: County offices closed in honor of the Memorial Day holiday.*
- *June 6, Monday: Brookings County Employee Committee "Employee Appreciation Celebration," BCOAC 11:00 AM - 2:00 PM*
- *June 9, Thursday: Commission meeting - different date to be able to canvas the June Primary election*
- *June 13, Monday: Joint City & County Planning Commission meeting, time TBD*
- *June 14, Tuesday: 8:30 AM Budget Hearing, Community Room of the Government Center*
- *June 14, Tuesday: Joint session with the Brookings City Council at 5:00 PM in the Government Center Chambers to hear the housing study presentation.*
- *June 23, Thursday: Safety Week picnic at BCOAC, 11:00 AM - 2:00 PM*
- *July 4, Monday: County offices closed in honor of the Independence Day holiday*

**NOTE:** Individuals needing assistance, pursuant to the Americans with Disabilities Act, should contact Brookings County (605-696-8205) 48 hours in advance of the meeting to make necessary arrangements. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.